

INFORMATION FOR PROCESSING PERSONAL DATA

Disclosure pursuant to and by the effects of the General data protection Regulation (EU) 679/2016

Dear visitor,

we would like to inform you that the Regulation (EU) 679/2016 (hereafter "GDPR") envisages the right to protect personal data. In compliance with the laws in force, the processing of this data will always be based on the principles of fairness, lawfulness, precision, transparency, minimisation, limitation of the purposes and of the preservation, as well as protecting your confidentiality and in the respect of your rights. Under regulation (EU) 679/2016, the following information is, therefore, provided:

Who processes the visitors' personal data



The data controller is **Acquedotto Pugliese S.p.A. ("AQP")**, with registered office in **via Cagnetti 36, 70121 Bari**.

We have appointed a Data Protection Officer (DPO) to ensure the conformity of our personal data processing with this disclosure and with Italian and European laws; they can be contacted by filling in the special form present at the following link: <https://www.aqp.it/privacy-cookie/tutela-dati> or by sending an email to the following email address: dpo@aqp.it.

The reason and the purpose for processing the personal data



The data collected at the moment of accessing the premises are processed for the purposes of company security, protecting property and people, as well as to offer services on request of the data subject, such as connection to the company Wi-Fi network during the course of events, always in respect of Italian and European laws related to the protection of personal data and of confidentiality obligations; the legal basis that allows us to process your personal data consists of the need to allow access to our headquarters and the performance of activities and events for executing the reciprocal contractual or pre-contractual obligations and in the legitimate interest of AQP to guarantee company security.

How we process personal data



In conformity with the security requirements envisaged by the laws, the processing will also be performed using information systems, as well as the use of printed material. We do not carry out processing based on automatised decision-making processes (like profiling).

Nature of the data collection and consequences in the event of refusal



You are obliged to communicate all the data requested by the Gatehouse; therefore, failure to do so, including the details of your identity document will make it impossible for AQP to allow access to the company premises and structures. Visitors are not, however, obliged to communicate the data necessary for registering to the company Wi-Fi network, but this will make it impossible for AQP to offer the visitor this service.

Data transfer



Your personal data will not be transferred abroad to countries other than those belonging to the European Union, unless they ensure suitable levels of personal protection in respect of the provisions of art. 45 (1) of the GDPR.

How long do we keep the data



Having fulfilled the established purposes and 5 days having passed from collection, the data will be deleted or anonymised. Finally, some categories of personal data may be kept even until expiry of the time permitted by Italian law to protect the legitimate interests of AQP.

Who we communicate the personal data to (recipients and categories of recipients):



The Gatehouse officers and the IT Department, through internal co-workers, in their capacity of authorised data processors, are assigned to process your data for the indicated purposes. Your personal data will not be disseminated, but may be communicated to the Law Enforcement Authorities, to the Courts and processed by third parties or other subjects who are outsourced by the Data controller, in their capacity of external data processors under art. 28 GDPR, for the activities connected to company protection.

You are also informed that in the event of any accident occurring within an AQP structure, your data may be communicated to the insurance companies in order to open, manage and liquidate any claims.

How we guarantee the rights of the visitors



The data subject is entitled to obtain confirmation of the existence or not of the personal data at any moment, to be informed of its content and origin, to verify its accuracy or ask for its integration or updating, or even its rectification, they are also entitled to ask for its cancellation, its portability to another data controller, its anonymisation or the limitation of the data processed, as well as to oppose its processing in any case, for legitimate reasons, by informing AQP in writing at the address of the Data Protection Officer. The Data Protection Officer (DPO) can be contacted by filling in the special form present at the following link: <https://www.aqp.it/privacy-cookie/tutela-dati> or by sending an email to the following email address: dpo@aqp.it.

You are finally reminded that the data subject is always entitled to lodge a complaint with the Privacy Authority for protecting its personal data, for exercising its rights or for any other matter related to processing its personal data (<https://www.garanteprivacy.it/>).

By accessing the AQP headquarters the visitor declares to be aware that the Company has adopted rules to guarantee its own internal security. The areas you have access to may be subject to limitations and controls, including security video surveillance, that will be performed in respect of Italian and European laws on the protection of personal data. Movement within the areas, the buildings, and within any other infrastructure is at your own risk and danger and the visitor may be called on to respond for any accidental and deliberate damage caused by their behaviour.

